

Thomas Knuckey

From: Thomas Knuckey
Sent: Monday, May 22, 2006 10:56 AM
To: 'Patrick Vasicek'; Dave A. Cook
Cc: Rob Henry; Eric L. Anderson; Scott MacGregor; Jay Lucas; (b) (6); Dan Miller
Subject: RE: Meetings on 26 May & 2 June

I called Dave this morning to clarify SOW of the letter contract, and to discuss how we will move forward with this project. I'm copying all on this e-mail to keep everyone in the loop.

Grant Solutions will be the lead in drafting the "Assessment Cooperative Agreement Workplan" and other documents necessary to meet the EPA deadline of June 9th. The scope of the letter contract will be for GeoEngineers to review and comment on the Cooperative Assessment Workplan, and meet with the City and EPA regarding coordination of the Petroleum Brownfields Grant with the Targetted Brownfields Grant (assuming we'll be successful on that application.)

I'm managing this project for the next couple weeks, and am responsible to ensure that we meet the short-term EPA deadline for submittal of the Cooperative Agreement Workplan; however, project management will be transitioned to Dan Miller upon his return from vacation (around June 9th.) I'm cancelling the two proposed meetings on May 26 and June 2, and trying to set up a single meeting with Joanne after June 9th so that Dan can attend. The purpose of that meeting will be to get Dan and Joanne up to speed on the project and site, and to coordinate the SOW to be performed under the Petroleum Grant with the TBA. A project kickoff meeting would occur following execution of a Professional Services Agreement with GeoEngineers for the Assessment.

Dave - when would you expect that we can have a draft SOW for the Assessment for review? I won't be reviewing this document, so if you could have a draft available for Dan's around June 9th that would expedite execution of the work. Perhaps you may want/need to delay completion of the SOW until after we've met with Joanne RE: the TBA - your call.

Tom

From: Patrick Vasicek [mailto:pvasicek@artanderson.com]
Sent: Friday, May 19, 2006 4:17 PM
To: Dave A. Cook
Cc: Rob Henry; Eric L. Anderson; Scott MacGregor; Jay Lucas; Thomas Knuckey
Subject: RE: Meetings on 26 May & 2 June

Dave,

Thanks for writing the agendas! I think what you suggest will work well. If all agree, then I will move forward as described in your email. However, early next week you, Tom, Rob & I need to have a discussion about the contracting plan. We have many ideas on how this can be accomplished. I also think we need to discuss the matching Ecology grant, since I know that it was initiated already by Steve Alexander.

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